

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

MATTHEW V. AYALA,  
Plaintiff,  
v.  
PICKENS, et al.,  
Defendants.

Case No.: 3:23-cv-00234-MMD-CSD

**ORDER**  
(ECF No. 1)

On June 2, 2023, pro se plaintiff Matthew V. Ayala, an inmate in the custody of the Nevada Department of Corrections, submitted a complaint under 42 U.S.C. § 1983 and applied to proceed *in forma pauperis*. (ECF Nos. 1-1, 1). Plaintiff's application to proceed *in forma pauperis* is incomplete because **Plaintiff did not use the Court's approved form application.**

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). The fee for filing a civil-rights action is \$402, which includes the \$350 filing fee and the \$52 administrative fee. See 28 U.S.C. § 1914(b). "Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*." Nev. Loc. R. Prac. LSR 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court's approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court's approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate's prison or jail trust fund account statement for the previous six-month period**. See 28 U.S.C. § 1915(a)(1)–(2); Nev. Loc. R. Prac. LSR 1-2. *In forma pauperis* status does not relieve an inmate of his or her obligation to pay the filing fee, it just means that the inmate can pay the fee in installments. See 28 U.S.C. § 1915(b).

1 It is therefore ordered that the application to proceed *in forma pauperis* (ECF No. 1)  
2 is denied without prejudice.

3 It is further ordered that Plaintiff has **until August 21, 2023**, to either pay the full  
4 \$402 filing fee or file a new fully complete application to proceed *in forma pauperis* with  
5 all three required documents: (1) a completed application with the inmate's two signatures  
6 on page 3, (2) a completed financial certificate that is signed both by the inmate and the  
7 prison or jail official, and (3) a copy of the inmate's trust fund account statement for the  
8 previous six-month period.

9 Plaintiff is cautioned that this action will be subject to dismissal without prejudice if  
10 Plaintiff fails to timely comply with this order. A dismissal without prejudice allows Plaintiff  
11 to refile the case with the Court, under a new case number, when Plaintiff can file a  
12 complete application to proceed *in forma pauperis* or pay the required filing fee.

13 The Clerk of the Court is directed to send Plaintiff Matthew V. Ayala the approved  
14 form application to proceed *in forma pauperis* for an inmate, instructions for the same,  
15 and a courtesy copy of his original application (ECF No. 1), and to retain the complaint  
16 (ECF No. 1-1) but not file it at this time.

17 DATED THIS 21st day of June 2023.

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21 UNITED STATES MAGISTRATE JUDGE  
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